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22 December 1980

MEMORANDUM FOR: Deputy Director for Administration

FROM : Deputy Director of Central Intelligence

SUBJECT : Action to be Taken on Recommendations from Inspector General's Report of Office of Technical Service Inspection

1. I am asking you to take action on several Recommendations contained in the Inspector General's November 1980 report of the Office of Technical Service Inspection. I have informed the Deputy Director for Science and Technology and others involved that I have assigned you this action and ask that you report back to the DDCI by 30 March 1981.

2. The specific action items involved are:

- A. "Recommendation 3: That the Deputy Director for Administration aggressively pursue the General Services Administration to ensure that Office of Technical Service employees have a safe and healthful working environment."

I am aware of many of the complications involved in working through GSA, and that you were consulted early in the inspection by the Inspector General and took immediate action to resolve some of the problems cited by the inspectors based upon their interviews of OTS employees. This is an area important to employee morale and productivity that demands your continued efforts.

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- C. "Recommendation 10: That the Deputy Director of Central Intelligence survey Agency psychological testing and assessment activities to ensure that maximum individual opportunities and organizational needs and benefits are being realized."

I am asking you to take the leadership in working with the Deputy Directors for Science and Technology and Operations to survey this program and to submit options for improved management and applications. You are aware, of course, of the issue of testing validity raised in a recent Inspector General survey of Agency staff recruiting. The comments in the OTS inspection report underscore the desirability of a more rational Agency-wide approach to testing and assessment and the employment of psychologists. I look for assurance that ways to improve cooperation and cross-fertilization among the various Agency psychological elements have been considered.

3. In addition, I ask that you participate with the Deputy Director for Science and Technology, under the leadership of the Deputy Director for Operations, in responding to Recommendation 8: "That the Deputy Director of Central Intelligence review the Agency's anti-terrorist program to ensure that it is achieving the desired results and is adequately organized, managed and supported." Elements of all three Directorates are involved in the program and we need assurance that we are conducting the program with optimum efficiency and productivity.

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✓ Frank C. Carlucci

Attachment:
Memo to DDS&T

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